

Visitor Rules for Conservation Education Center

PLEASE READ RULES AND REGULATIONS TO YOUR GROUP THOROUGHLY BEFORE YOUR VISIT.

The following rules are necessary to comply with state regulations, minimize damage to our natural habitat, and to ensure the safety of our guests.

1. Group leaders must check-in upon arrival at the office, located in the Pin Oak Building. Payment is due at this time for meals (payable to Iowa Market) and lodging (payable to DNR/CEC).
2. Staff and emergency numbers are listed in each building. Any incoming phone messages will be posted on the bulletin board near the office. The office phone number is 641-747-8383.
3. All problems should be reported to the staff as soon as possible. Maintenance staff leaves at 4:30 p.m. Mon.-Fri., and are not available on weekends, except for emergencies.
4. **ALL PERSONAL BELONGINGS MUST BE MOVED OUT OF THE DORM BY 8:00 A.M. - THE DAY YOUR GROUP IS LEAVING.** The dorms are locked for cleaning at 8:00 a.m. to prepare for the next arriving group. For groups staying more than one night, dorms will be cleaned between 8:00 a.m. and 12:00 p.m. **If linen service is used, on the morning of your departure, please strip your bed of linens and fold your bedspread and blanket. Also, please note the cleaning procedures listed in each dorm building and kitchenette.**
5. In the interest of safety - do not dismantle the bunk beds.
6. **DO NOT** put tape on the painted walls of any building.
7. Visitors are reminded that smoking is **NOT** allowed in state buildings.
8. All windows and doors must be left closed in order to provide the most efficient heating and cooling.
9. Food and drink must be consumed in the Dining Hall building.
10. Classrooms are set up according to normal use. Groups wishing a different arrangement in their classroom will be responsible for returning the room back to the way they found it.
11. There is an unloading area next to the classrooms. After unloading, park **all** vehicles in the visitor's parking lot.
12. Education Center property that is damaged or not returned will be charged to the group.
13. Use sidewalks for going between buildings, and the designated trails for outside hiking.
14. Privately owned animals are not allowed at the Education Center. Exceptions will be made for service animals.
15. **NO LITTER PLEASE** - including cigarette butts, gum, and candy wrappers. Use garbage cans or wastebaskets for all litter, or your own pockets if a waste container is not readily available. **PLEASE NOTE:** Recycling containers are located in the classrooms and dorms.
16. Any item left by the group will be kept in the "Lost and Found" for two (2) weeks and then given to Goodwill Industries if not claimed.
17. The Education Center is located in a state recreation area. Take only pictures and leave only footprints.
18. Dorm facilities are located at Springbrook Conservation Education Center. Recreational vehicles, campers, and tent camping are only allowed at the Springbrook State Park Recreational Area.
19. Springbrook State Park Recreation Area closes at 10:30 p.m. Visitors are requested not to enter the beach, picnic area, or camping.